

## City Service Corps Sample Member Application (Completed Online)

### Program Background

#### About NYC Service

NYC Service promotes volunteerism, engages New Yorkers in service, builds volunteer capacity, and mobilizes the power of volunteers and national service members to impact New York City's greatest needs. Our vision is to inspire and empower all New Yorkers to volunteer and serve New York City and each other.

#### About City Service Corps

City Service Corps, an AmeriCorps program launched in 2015 by NYC Service, a division of the Mayor's office, recruits individuals to serve **full-time** from **start date-end date** at City agency host sites. City Service Corps is comprised of high-impact service projects led by city agencies in impact areas addressing critical capacity and community-related issues. Our impact areas are:

- Disaster Services
- Economic Opportunity
- Education & Youth Development
- Environmental Stewardship
- Public Health

To learn more about City Service Corps, please visit [nyc.gov/cityservicecorps](http://nyc.gov/cityservicecorps).

#### City Service Corps Member Benefits\*

- Living allowance of up to \$total amount (pre-tax) distributed evenly throughout the term (10.5 months)
- Unlimited Monthly MetroCard (valued at: )
- Eli Segal AmeriCorps Education Award, valued at up to \$total amount upon successful completion
- City Government exposure
- Resume-building professional experience
- Loan Forbearance and interest accrued paid on qualified student loans upon successful completion
- On-site orientation and on-going monthly training provided by NYC Service (valued at approx. \$1,250)
- Additional training and professional support at host site
- City Service Corps gear (polo, fleece, notebook, etc.)
- Childcare assistance, if eligible
- Health Coverage (member doesn't pay premium or monthly enrollment fees – valued at \$total amount)

Please make sure you understand the program timeline and benefits before proceeding.

### Basic Information

Legal Name:

Preferred Name:

Date of Birth (MM/DD/YYYY):

Email:

### Current Mailing Address

Address:

Apartment Number:

City:

State:

Zip Code:

Phone Number:

Alternate Phone Number:

### Demographic Information

NYC Service is an equal opportunity employer and is strongly committed to a policy of non-discrimination in hiring service year members. Additionally, we are committed to recruiting a diverse and inclusive talent pool. All forms of illegal discriminatory actions against applicants for employment and City employees are prohibited. NYC Service invites applicants to voluntarily respond to the following questions. This information is confidential, will not be included in personnel files, or disclosed to individuals making employment decisions, and will only be used in accordance with the provisions of applicable laws, executive orders and regulations. When reported, data will not identify any specific individual. Refusal to provide this self-identification information will not subject you to any adverse treatment.

What is your preferred gender?

- Female or woman
- Male or man
- Non-Binary (non-female/woman or male/man)
- Other (gender not listed above):
- Unknown/I choose not to disclose:

Are you of Hispanic, Latino, or Spanish origin?

- Yes, I identify as a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

- No
- I choose not to disclose

What is your race?

- White - A person having origins in any of the original peoples of Europe, North Africa or the Middle East.
- Black - A person having origins in any of the black racial groups of Africa.
- Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Other Pacific Islander - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- American Indian or Alaskan Native - A person having origins in any of the original peoples of North and South America, including Central America, and who maintain tribal affiliation or community attachment.
- Two or More Races - A person who identifies with two or more racial categories named above. (Please list all races in the box below)
- I choose not to disclose

Please certify that you meet all applicant criteria and can meet the program requirements as listed below:

- I am a citizen, national, or lawful permanent resident of the United States and understand per AmeriCorps regulations that I will need to provide documentation to support this.
- I have completed a high-school diploma or equivalent by start date.
- I consent to a National Service Criminal History Check (NSCHC), pursuant to AmeriCorps regulations. The NSCHC components include (1) a National Sex Offender Public Website (NSOPW) check, (2) either a name- or fingerprint-based search of the statewide criminal history registry in the candidate's state of residence and in the state where the person will serve and (3) a fingerprint-based FBI criminal history check.
- I understand that my participation in the program is contingent on eligibility, to be determined by my clearing all components of the background checks.
- I understand that I will have an opportunity to respond to NSCHC component results for any component of the NSCHC that is not cleared.
- If selected, I will be available to serve full time from start date to end date.
- I will serve as a City Service Corps full-time member (an average of 40 hours per week) for approximately 10.5 months, to achieve a minimum of total number of service hours.
- I understand that the stipend for the City Service Corps service is \$total amount (pre-tax) for the entire term.
- I understand that a basic medical insurance plan will be available for City Service Corps members, at no cost to me, during my active term of service if I do not have other insurance.

- I understand that travel using public transportation may be required to and from my host site, and I will receive monthly unlimited MTA MetroCards during my active term of service.

**Note:** This opportunity is a full-time service experience. Applicants must be available to serve Monday to Friday 9am to 5pm at a minimum throughout the full service term.

The City Service Corps program is contingent upon receipt of federal funds from the Corporation for National & Community Service and the New York State Commission on National & Community Service for the 2020-2021 program term.

Have you previously served with an AmeriCorps program?

- Yes
- No

If yes, which AmeriCorps program did you participate in?

- State & National
- VISTA
- NCCC
- Other:

**Note:** Individuals cannot earn more than the value of two, full-time education awards or serve more than four terms in an AmeriCorps State and National program. Each term of service for which an individual earns an education award counts as one term of service in computing the term limitations. This includes terms for which a member earns a full-time, half-time, and any other type part-time or prorated education award. Generally, if a member is released before completing a term of service and does not receive the education award, that term counts as one of the terms served. Any corps member who has received the equivalent of two full-time education awards may be eligible to serve another term, but cannot receive an additional education award. If you have been enrolled in four AmeriCorps terms, you are not eligible to serve another term.

**How did you hear about City Service Corps? Check all that apply.**

AmeriCorps Program:

AmeriCorps.gov:

Career Fair (Name of Institution):

CUNY Affiliation (Information Session/Poster/Flyer/Career Center):

City Service Corps Alum:

Current City Service Corps Member (Name of person):

Current NYC Service Year AmeriCorps member (Name of person):

Friend/Family Member:

**NYC** Service



AmeriCorps

Idealist.org:

Indeed.com:

Newspaper/Advertisement:

NYC Service Bus Shelter Ad:

NYC Service Newsletter:

NYC Service Website:

NYC Service Staff Member (Name of person):

NYC Service Youth Leadership Council Participant/Adult Facilitator:

Online Search Engine:

Service Year Exchange:

Twitter:

Instagram:

Facebook:

SUNY:

Other Social Media Platform:

Other (College/University, Organization, Etc.):

### **Area of Interest Preference**

Please rank the top 3 impact areas you are interested in: **Disaster Services, Economic Opportunity, Education & Youth Development, Environmental Stewardship** and **Public Health**. *Click here to learn more about impact areas.*

Preferred Impact Area #1:

Preferred Impact Area #2:

Preferred Impact Area #3:

What are your borough preferences? Check all that apply.

- Manhattan
- Brooklyn
- Bronx
- Queens
- Staten Island

Are you willing to interview at any site (agency) that meets your preferences above?

- Yes

- No

Please rank your top 3 choices from the positions listed on our website:

Click [here](#) to view positions

Site Preference #1:

Site Preference #2:

Site Preference #3:

### Preference Explanation

Please explain why you have chosen these positions as your top 3.

Please limit your response to 200 words.

**Note:** While preferences are considered in your application process, they cannot be guaranteed.

### **Short Answer Essays**

#### Short Answer Essay (1)

Why do you want to join an AmeriCorps program such as City Service Corps? Describe your interest in and commitment to public service and explain relevant life experiences, interests, and goals that qualify you for this program. Please write your response in essay format and limit your response to 500 words.

#### Short Answer Essay (2)

What are your expectations for completing a term of service as it relates to your professional career goals? What do you hope to gain from this experience that you wouldn't through other employment options? Please write your response in essay format and limit your response to 500 words.

### Resume

Please attach your current resume.

### **Skills and Languages**

Are you fluent in a language other than English?

Yes/No

If yes, please indicate which language(s) and your skill level: Beginner, Intermediate or Advance.

Language:

Written:

Verbal:

What are the top 3 skills that you bring to this program?

Skill #1:

Skill #2:

Skill #3:

**Education**

Are you an alum of the New York City Public School System?

- Yes
- No

Are you an alum of a CUNY school?

- Yes
- No

Highest Level of Education:

- Completing high school or equivalency by (program start date):
- Completed high school diploma or equivalent:
- Some college/no degree:
- Postsecondary non-degree award:
- Associate's degree
- Bachelor's degree
- Master's degree
- Doctoral or professional degree

Name of Current or Most Recently Attended School:

Location (City, State, Country):

Date first attended (MM/YYYY):

End date (if currently attending, please list your expected graduation date) [MM/YYYY]:

Major/Diploma:

**References**

Please submit contact information for two individuals who have agreed to serve as a professional reference. This can include a previous employer or supervisor. **References cannot be a family member or friend.** Upon submission of your application, each reference listed is subject to be contacted. **You will not be moved forward without two references.**

Reference 1 (repeated for Reference 2):

First Name:

Last Name:

Email:

Phone Number:

Title:

Organization:

Relationship:

Number of years known:

**Candidate Sign Off**

Please certify below that all information listed in this application is correct to the best of your knowledge. Any false or misleading information will disqualify you from the consideration process.

Full Name:

Date Submitted (MM/DD/YYYY):